

~~CONFIDENTIAL~~

18 OCT 1957

MEMORANDUM FOR: Deputy Comptroller

SUBJECT: Addresses for Personnel Overseas

REFERENCE: Memo to D/Pers from Deputy Comptroller,  
dtd 19 Sep 57, same subject

1. This Office concurs in your recommendation that locator files at headquarters be expanded to include stateside addresses for employees overseas through the technique suggested in paragraph 3 of your memorandum. In addition, employees completing Form No. 642, Personnel Information Card, when processing for overseas will be briefed in Central Processing Branch regarding questions to State tax liabilities that may arise from the use of such addresses for W-2 purposes.

2. In addition to advising field personnel of the source of addresses to be used on 1957 W-2's, it is proposed to inform them of the possibilities of State inquiries which may result. Attached hereto is  for your comment or concurrence.

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Assistant Executive Officer  
Office of Personnel

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Attachment



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